

# Los Angeles Regional Crime Laboratory Facility Authority

## **Board of Directors**

William T Fujioka, Chair  
Raymond P. Ciranna  
William J. Bratton, Secretary  
Leroy D. Baca, Vice-Chair  
George A. Pardon



Proud Partner

**November 6, 2008**

The thirty-ninth meeting of the Los Angeles Regional Crime Laboratory Facility Authority was held November 6, 2008 at the Hertzberg-Davis Forensic Center, 800 Paseo Rancho Castilla, Los Angeles, California 90032.

## **CALL TO ORDER**

Vice-Chair Baca called the meeting to order at 8:24 a.m. The following Directors were present constituting a quorum of the Authority:

Leroy D. Baca, Los Angeles County Sheriff  
Raymond P. Ciranna, Interim City Administrative Officer, City of Los Angeles  
George A. Pardon, Vice President & Chief Financial Officer, California State University at Los Angeles

## **CHAIR'S REPORT**

There was none.

## **APPROVAL OF SEPTEMBER 12, 2008 MINUTES**

On motion of Director Ciranna, seconded by Director Pardon and unanimously carried, the September 12, 2008 minutes were approved as written.

## **RECEIVE AND FILE DIRECTORSHIP LETTER(S)**

On motion of Vice-Chair Baca, seconded by Director Ciranna and unanimously carried, the Directorship Letter were received and filed.

Jack Schweizer reported that Patrick M. Gannon from Los Angeles Police Department will be replacing Peter DiCarlo from the Facility Management Committee.

**ACTION ITEMS:**

**CONSIDER CSULA "PROPORTIONATE SHARE" PROPOSAL**

Jack Schweizer, Project Coordinator, provided an update regarding the discussion of this item at the Regional Crime Laboratory Facility Authority (JPA) meeting held September 12, 2008. The Board directed staff to finalize the lists of options as submitted by Director Pardon for an alternate method of determining the California State University Los Angeles (CSULA) proportionate share of the operating expenses of the Regional Crime Laboratory Facility Authority.

The following is the Proposed Proportionate Share Adjustments:

- CSULA would be excluded from contributing budgetary funds for the cost of JPA staff personnel which are Manager and Senior Typist Clerk. The cost for these items would be distributed equally between the County and City.
- The Proportionate Share Utility costs from LASD, LAPD, and CSULA were adjusted as follows: LASD 46.5%, LAPD 46.5%, CSULA 7%. This is based on an assessment of the connected load and frequency of use and the level of occupancy by CSULA staff and students.
- Exclude CSULA from the responsibility for elevator maintenance costs. There are no classrooms or offices on any floor other than the second floor (the ground floor). CSULA staff only occasionally use the elevators to access their storage storeroom on the first floor.

Total of Proportionate Share Adjustment and calculated cost savings reflected in the proposed amended 2008-2009 operating budget by contracting housekeeping and landscaping directly. The LASD and LAPD will see an increase of \$7,082 each, and CSULA will see a reduction of \$96,227. The overall budget will be reduced by \$82,063.

**On motion of Director Pardon, seconded by Director Ciranna and unanimously carried, the Consider CSULA "Proportionate Share Proposal" was approved.**

**STAFF REPORTS:**

**CRIME LAB CONSTRUCTION PHASE II UPDATE**

Yvette Sanchez-Owens, LAPD, reported that the Sheriff Facilities Group spearheaded the RFP that yield two proposals on two separate contractors. On October 14, 2008, the selection committee members met and made its final selection. Selection letters will be mailed out and the cost proposal from the selected vendors is expected to be received.

The Sheriff Facilities Group is preparing the proposed need assessment contract. Vice-Chair Baca asked what the Facilities Group intend to do with the proposed need assessment. Ms. Sanchez-Owens stated that a proposed need assessment is necessary in order to determine if the site is capable of accommodating additional staff from the LAPD and LASD Crime Lab. Vice-Chair Baca inquired if staff working hours will be extended. Ms. Sanchez-Owens stated that extending staff working hours is something to consider.

Rose Ochi, Executive Director, California Forensic Science Institute, reported that the grant submitted to the Department of Justice to develop training in the area of problem sample and new technology was approved.

#### **CONSIDERATION OF FUTURE AGANDA ITEMS**

Jack Schweizer, Project Coordinator, stated that the landscaping and housekeeping contracts will be ready for approval at the next scheduled JPA meeting. In addition, the 2009-2010 Budget will be presented.

#### **PUBLIC COMMENT**

Vice-Chair Baca reported that all untested rape kits will be managed by the Crime Lab instead of the investigative unit.

Patrick Gannon, LAPD, stated that the chief of police policy is to test every rape kit. Currently, the issue is getting around all of the rape kits in the property division and at the moment there is no central way of tracking each of the rape kits to determine the case status.

Rose Ochi, Executive Director, California Forensic Science Institute, announced the Institute will host an awards luncheon followed by a golf tournament November 20, 2008.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:50 a.m.